



**Solicitation Information  
January 4, 2013**

**Addendum #1**

**RFP # 7458363**

**TITLE: ARRA – ELECTRIC VEHICLE SUPPLY EQUIPMENT (EVSE)**

**Submission Deadline: January 15, 2013 @ 12:00 PM Noon (Eastern Time)**

**ATTACHED ARE VENDOR QUESTIONS WITH STATE RESPONSES. NO FURTHER QUESTIONS WILL BE ANSWERED.**

**ALSO ATTACHED IS REVISED SCORING CRITERIA.**

**PLEASE NOTE:**

**AN ALLOWANCE OF \$250,000.00 HAS BEEN SET ASIDE FOR THE INSTALLATION OF 30 EVSE. THIS ALLOWANCE WILL INCLUDE OVERHEAD AND PROFIT FOR THE PHYSICAL INSTALLATION OF 30 UNITS.**

**Gail Walsh  
State of Rhode Island  
Division of Purchases**

**NOTE: An allowance of \$250,000.00 has been set aside for the installation of 30 EVSE. This allowance will include overhead and profit for the physical installation of the units.**

Vendor A

1. Will there be a site review for the installation scope of this work, or is the State asking for hourly billing figures?, e.g., Master electrician rates, concreting rates, material cost+% rates?

*There will not be site review. Wage rates should be the most recent Davis- Bacon Wage rates (at time of bid). Please Note: An allowance of \$250,000.00 has been set aside for the installation of 30 EVSE. This allowance will include overhead and profit for the physical installation of the units.*

- a. If not, are site plans available?
  - b. If not, will our electricians have access to sites to inspect existing electrical facilities? *The successful bidder will be required to identify the proposed locations and estimated cost for each location prior to installation. The State reserves the right to add or delete locations.*
2. Is there a pre-bid conference? *No.*
  3. The RFP cites that a bond will be required, however the rates are not in the RFP. What are the standards for RI, or specifically for this RFP?

*Bid Surety - 5% of the total bid. A Performance and Payment Bond will be requested of the successful vendor for the total amount of bid.*

Vendor B

We are a provider of electric vehicle charging stations and installation. We carry multiple brands of charging stations and are quite experienced at managing local electric subcontractor to do the installations. We are considering responding to your RFP, but your particular RFP is different from many because although it asks for a single prime vendor, it feels much more like putting together a consortium and a long term entity or entities to own/operate the charging stations.

I have a few questions:

1. Do you expect a for-profit EVSE provider (like ours) to be the prime vendor, or are you expecting a not for profit quasi-governmental agency to put together a proposal complete with subcontractors who will provide charging stations and installation?

*The bid is not restricted to a specific entity.*

2. Is this to be a Firm Fixed Price proposal or Time and Materials? It is difficult to do Firm Fixed Price if the locations are not selected ahead of time, and thus installation costs are not known.

*The vendor shall submit a base bid which will include the unit price of each EVSE, overhead, administrative costs, reporting, cost of selecting host sites, overhead and profit etc. Please Note: An allowance of \$250,000.00 has been set aside for the **installation** of 30 EVSE. This allowance will include overhead and profit for the physical installation of the units.*

3. Does the scope of this RFP include the negotiation of “host site agreements” with 30 locations for installation of charging stations? *Yes.* Do you expect the host sites to be pre-identified or do you expect them to be identified as part of execution of this project?

*The host sites will be part of the execution. The successful bidder will be required to identify the proposed locations and estimated cost for each location prior to installation. The State reserves the right to add or delete locations.*

4. Do you prefer the state of RI to own the charging stations during the term of the DOE agreement?

*The State of Rhode Island does not envision owning the charging stations during the of the agreement or after. After? Do you prefer the host sites to take ownership of the stations after the term of the DOE agreement? *This would be an acceptable ownership model. Under this structure, the State of RI would own the charging stations installed on State property following the term of the agreement.**

#### Vendor C

- 1) Although we have identified the potential sites, how can we prepare installation pricing when we do not know if there’s adequate existing infrastructure, distance from power source to unit(s), type of run of conduit (underground/trenching/boring/asphalt/concrete/etc.)?

*Please Note: An allowance of \$250,000.00 has been set aside for the **installation** of 30 EVSE. This allowance will include overhead and profit for the physical installation of the units.*

- 2) Is the retractable cord for the charging station a mandatory requirement?

*Retractable cord is strongly preferred.*

Vendor D

1. Is there a specific cost share required by ARRA for this project? *No*
2. Can you please describe the project performance, monitoring, and reporting requirements that are required by the Recovery Act? *Please see Section 6 of the RFP and Section 4.11.* Are these only the ones detailed in Section 6 of the RFP? *See previous answer.* There is a requirement to report and share data for educational purposes after August 15, 2013. For how long does this requirement last? *A minimum of two years, but a strong preference for ongoing reporting.*
3. Do you already have in mind the three locations to be installed on State of Rhode Island property or do you want us to seek out these three locations? *OER will identify these locations.*
4. What types of costs are considered administrative? *Examples of administrative costs are permitting, engineering and project management.*
5. Can data reporting costs be included in the project cost? *Yes.* Is the data reporting costs considered non-administrative? *Data reporting can be considered non-administrative.*

PROPOSAL EVALUATION CRITERIA HAS BEEN REVISED AS FOLLOWS:

*Proposal Evaluation Criteria - Revised*

Complete proposals, which include all necessary Recovery Act Assurances, will be reviewed by a Technical Evaluation Panel and will be scored and ranked according to the following criteria.

Criterion	Weight	Considerations
Proposer's experience/reputation/workload	25%	<ol style="list-style-type: none"> <li>1. Related project experience of the proposed project team working at or with this company.</li> <li>2. Reputation for this team performing this type of work and quality of references.</li> <li>3. The company's financial and operational stability.</li> <li>4. Ability of company to take on additional work.</li> <li>5. Understanding of the goals, project parameters, the need for and purpose of this project.</li> <li>6. How well the company's organizational structure allows for this and its present workload.</li> <li>7. The company's ability to offer the breadth and quality of services required for the project.</li> <li>8. Experience working on ARRA funded projects.</li> </ol>

Personnel experience	25%	<ol style="list-style-type: none"> <li>1. Qualifications of key personnel to be assigned to the project.</li> <li>2. Number and location of personnel included on project team.</li> <li>3. Project team member's individual experience and other qualifications.</li> <li>4. Project team's number of projects and other qualifications.</li> <li>5. Project manager's experience, number of projects managed and other qualifications.</li> <li>6. Sub-consultant's individual experience and other qualifications.</li> </ol>
Scope, schedule, ability to add value to the project	25%	<ol style="list-style-type: none"> <li>1. Demonstrated understanding of the scope of the project.</li> <li>2. Added value to the project, or how you can do a job better or add more value to the Offices' product from this RFP.</li> <li>3. Approach to providing additional services like training, support, maintenance, billing and tracking capabilities, and marketing.</li> <li>4. Adherence to proposal format.</li> <li>5. Time schedule.</li> </ol>
Value of equipment	25%	<ol style="list-style-type: none"> <li>1. Proposal to include AC Level II EVSE and installations.</li> <li>2. Functionality and ease of use of the recommended EVSE units.</li> <li>3. Aesthetics of the unit appropriate to locations.</li> <li>4. Protection of the unit.</li> <li>5. Web enabled potential for data collection and/or future billing services.</li> </ol>
Cost	25%	<ol style="list-style-type: none"> <li>1. Base bid – unit price of each EVSE and all other costs: ie, overhead, profit, administrative costs, reporting etc. should be included in the base bid.</li> <li>2. <i>An allowance of \$250,000.00 has been set aside for the <b>installation</b> of 30 EVSE. This allowance will include overhead and profit for the physical installation of the units.</i></li> </ol>

**Bonus Criteria:**

Up to fifteen percent (15%) – Rhode Island licensed electrician with prior experience installing network charging stations (must specify location and quantity).